POLICY

Effective Date: August 19, 2011
Approved By: Board of Trustees

Authority: RCW 28B.35.120
WWU Board Rules of Operation, Section 2.3R

Cancels: This policy revises, merges and replaces all previous naming policies including but not limited to Facilities: Naming University Facilities (POL 3680 and POL 350-30).

POL-U6000.02 NAMING UNIVERSITY BUILDINGS, LARGE OPEN SPACES AND ALL OTHER UNIVERSITY FACILITIES

This policy applies when naming university buildings, large open spaces and facilities in honor of a benefactor(s) or person(s) of distinction.

Definitions:

University Buildings - Structures that have a roof and walls and stand permanently in one place.

Large Open Spaces - Outdoor spaces such as recreational or athletic facilities, large plazas and parks.

University Facilities - All university spaces (other than buildings and large open spaces), such as building wings, labs, classrooms, lecture halls, libraries, meeting spaces, offices and all interior components, smaller plazas, fountains, roadways, smaller parks and other natural or physical external features of university property. Exception: This policy does not apply to the naming of colleges, institutes, centers, programs or other initiatives (see POL-U6000.03).

Benefactor - Individual(s), groups of individuals, foundation(s) or corporation(s).

Person of distinction - Individual(s) whose academic, administrative, service or other achievements have contributed significantly to the welfare of the university.

1. Board of Trustees Authorizes the Naming of University Buildings and Large Open Spaces

The Board of Trustees reserves unto itself the authority, “To name buildings and large open spaces in honor of a person or persons." [WWU Board of Trustees Rules of Operation, Section 020(3)S.]

The final decision to name buildings and large open spaces rests with the Board of Trustees, upon recommendation of the President.

2. Board of Trustees Delegates Authority to the President for Naming of University Facilities

3. Naming of a University Building, Large Open Space or Facility for a Benefactor or Person of Distinction is a High Honor
4. **Consideration May be Given for Naming University Buildings, Large Open Spaces and Facilities When a Monetary Gift to the University is Made Through its Foundation**

   Consideration may be given to naming buildings, large open spaces and facilities to recognize a benefactor or benefactor’s designee whose financial contributions to the university represent significant philanthropy in the history of the university. Consideration may be given to naming buildings, large open spaces and facilities to recognize a benefactor or benefactor’s designee whose gift represents some or all of the costs of a specific project or whose gift is of a magnitude to warrant naming recognition on the campus regardless of designation.

5. **In Extraordinary Circumstances, Consideration May be Given for Naming University Buildings, Large Open Spaces and Facilities Without a Monetary Gift to the University**

   Consideration may be given to naming buildings, large open spaces and facilities without a gift to the university if an individual has achieved distinction in academic, administrative, service, or other exceptional ways that have contributed significantly to the welfare of the University.

   Buildings, large open spaces, and facilities will not be named for current government officials, current university employees, or current trustees.

6. **Integrity of the Benefactor Will be Maintained**

   No naming will be approved or continued (once approved), that will call into serious question the public respect of the University.

7. **Approved Naming Decisions Will be Honored in Perpetuity**

   Once a university building, large open space, or facility has been named after a benefactor, it will be honored in perpetuity. The University reserves the right to determine the form which such recognition may take, in the event that circumstances change, e.g., a facility no longer exists. In certain circumstances, at the onset of an agreement, limited-term namings may be deemed appropriate.

8. **A Plaque or Other Commemorative Tribute May be Placed to Acknowledge the Individual or Group of Individuals for Whom a Building, Large Open Space or Facility is Named**

   A plaque or memorial may be installed within or outside the building, large open space or facility to acknowledge the individual or group of individuals for whom it is named.